

CITY OF PORTLAND

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OFFICE OF MANAGEMENT AND FINANCE

OMF Advisory Meeting Committee Notes Tuesday, June 9, 2015

Members and OMF Leadership Present: Betsy Ames, Jeff Baer, Dan Bauer, Jane Braaten, Bryant Enge, Erin Janssens, Anna Kanwit, Fred Miller, Kezia Wanner (for Larry O'Dea), David Shaff, Ernest Stephens, and Gerry Verhoef.

Members and OMF Leadership Absent: Amalia Alarcon de Morris, Tim Crail, Mike Greenfield, Donna Hammond, Carol Justice, Traci Manning, Robert McCullough, Satish Nath, Ken Rust, Paul Scarlett, and Gail Shibley.

Other Staff Present: Kelly Ball, Aaron Beck, Julian Massenburg, Elyse Rosenberg, Janet Storm, and Daniel Trubman.

Guests: Amy Bowles, COPPEA

Welcome: Fred Miller

- Miller welcomed attendees and introduced new public member, Ernest Stephens.
- Miller introduced Jeff Baer as the new Director of the Bureau of Technology Services. His new role will begin July 1, 2015.
- Baer currently leads the Public Safety Systems Revitalization Program (PSSRP). As BTS Director, Baer will oversee large projects including PCI/PII compliance, disaster recovery, and data center relocation for the Portland Building Reconstruction project. Baer also plans to address process improvements for BTS Customer service.

Budget Update: Jane Braaten

- Braaten gave a brief overview of FY 2015-16 Adopted Budget decision packages (see Handout #1)
- The 2015 Spring Budget Monitoring Process (BMP) is complete and carry over requests were approved by Council, including a carryover request to fund a Training and Development Analyst. This position will aid the Bureau of Human Resources with onboarding and training efforts.
- Two requests for realignment packages to fund Portland Building Reconstruction were approved.
 - One package realigns \$3.75 million from the Portland Building's major maintenance account to fund design and cost estimating services for the Portland Building.
 - The second realignment package will transfer \$2,575,541 from the General Fund to the Facilities Services Fund as an equity contribution for future project finances.
- City Budget Office (CBO) now has a Key Performance measure dashboard on their website (see Handout #2).
- Council will vote to approve the budget on June 18.
- The group brainstormed decision package ideas for FY 2016-17:
 - Data Center move and Disaster Recovery
 - Paperless, one-stop payment location for all City services
 - Citywide travel coordinator
 - Other facility locations and moves
 - EBS improvements for Facilities Management work orders and asset management
 - Staff for BHR's model employer for people with disabilities program
 - IRS Data Exchange
 - Training and development

Portland Building: Fred Miller, Betsy Ames

- The reconstruction timeline is extending as the scope of the project expands. Once the scope has been
 established a more accurate timeline can be developed.
- The Historical Society will play a large role in determining what can and cannot be done to the building.
- Council and the design committee must consider many different financial constraints and conflicting policies. Examples include:
 - The Green Policy has requirements for bike parking which will be expensive.
 - There is a new bird ordinance that may conflict with the rules of the Historical Landmark Society.
- M/W/ESB policies.
- There is discussion about equalizing rental rates.
- At some point, there could be a tipping point where cost of reconstruction could outweigh the cost of buying a new building, so the CAO and Project Management Committee are keeping that in mind as they plan.
- A Council work session will be planned to discuss these issues.

Question

- Who will be moving back into the Portland Building and who will not?
 - o That is yet to be determined and is dependent on a number of factors including rent and the geographical needs of each bureau.
- How much space is in the Portland Building?
 - o More than 300,000 Sq. Ft. of usable space.

Innovation Update: Fred Miller, Janet Storm

- More than 40 proposals were submitted for consideration.
- The Innovation Panel met on June 9 and is recommending 12 projects totaling \$183,384.
- Recommended proposals will be presented to Council for approval in July.
- There will be another call for ideas for both major and micro grants in July.

Other Items and Announcements

The committee will have its traditional hiatus in July and August, reconvening in September.